

DRIVER'S VEHICLE CONDITION SHEET

PRE INSPECTION

VEHICLE

BEGINNING MILEAGE

CHECK ANY DEFECTS NOTED BELOW:

	TIRES - CHECK FOR WEAR AND TIRES ARE AIRED UP		CHECK HEAD LIGHTS
	CHECK FOR ANY OUTSIDE DAMAGE		CHECK MIRRORS
	CHECK FOR OVER ALL CLEANLINESS OF VEHICLE INSIDE AND OUT		CHECK HORN
	REPORT ANY TRASH OR MESS IN THE CAR		CHECK SIGNALS
	CHECK BRAKES		CHECK EMERGENCY EQUIPMENT
	CHECK PARKING BRAKE		REPORT ON ANY PROBLEMS WITH THE VEHICLE
	CHECK BRAKE LIGHTS		CHECK OIL CHANGE STICKER/IF DUE REPORT ON NOTE
	CHECK WIPERS		REPORT ANYTHING YOU THINK IS IMPORTANT
	CHECK WASHER FLUID FILLED (AT LEAST 3/4 FULL)		IS TANK FILLED WITH GAS (AT LEAST 3/4 TANK)

EXPLAIN IN DETAIL ANY DEFECTS CHECKED OR FOUND

I HAVE INSPECTED THE ABOVE UNIT AND REPORTED ALL DEFECTS KNOWN TO ME.

DRIVER'S SIGNATURE

DATE

I HAVE CHECKED ALL NEEDED REPAIRS OF THE DEFECTS REPORTED ON THIS UNIT.

TRANSPORTATION SUPERVISOR SIGNATURE

DATE

POST INSPECTION

VEHICLE

ENDING MILEAGE

CHECK ANY DEFECTS NOTED BELOW:

	TIRES - CHECK FOR WEAR AND TIRES ARE AIRED UP		CHECK HEAD LIGHTS
	CHECK FOR ANY OUTSIDE DAMAGE		CHECK MIRRORS
	CHECK FOR OVER ALL CLEANLINESS OF VEHICLE INSIDE AND OUT		CHECK HORN
	REPORT ANY TRASH OR MESS IN THE CAR		CHECK SIGNALS
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TRANSPORTATION SUPERVISOR SIGNATURE

DATE